



RISK ASSESSMENT AND METHOD STATEMENT

Closed system flushing, Unit 3, Canal Side Business Park, Stockport

Hollins & Reed Contracting Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Contracting Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport
Planned dates	12 to 14 October 2026
Customer	Canal Side Estates Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Closed system flushing
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Clean heating loop. Areas: As marked on the client's site plan

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the front car park. First aider: site manager on reception, 0161 496 0000. Ambulances come in by the main gate.

Planned method

1 Set up the work area

Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 Confirm the loop and treatment

Identify the closed loop, its pipe and plant materials, and any treatment already in it. Match the cleaner and inhibitor to the system before dosing; stop if either is unknown.

3 Make the heating loop safe to open

Isolate the plant and loop, let hot parts cool and release pressure before opening a drain or connection. Prove the isolation and keep anyone from restarting the plant while the loop is open.

4 Plan the drain and discharge

Agree the drain points, discharge route and refill water before opening the loop. Protect nearby plant and keep treatment water out of unsuitable drains.

5 Circulate the cleaner

Add only the named cleaner and circulate it for the maker's stated sequence. Keep the loop within its operating limits and stop for a leak or abnormal reading.

6 Flush and check the water

Drain and flush through the agreed route until the cleaning result meets the stated check. Use the named water check before treating the final fill.

7 Protect and hand back the loop

Add the named inhibitor to the final fill, or wait for the service provider to test it. Record the treatment, test result and restart condition before circulation resumes.

8 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the person in charge when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place	Further action
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.	None recorded.
An incompatible treatment damages pipework, seals or plant. Step 2	The treatment worker and plant owner	Use the maker's product information. Refer unknown materials or previous treatment to the service provider.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
Hot or pressurised water escapes and injures someone. Step 3	The treatment worker and plant staff	Use the site's isolation procedure. Stop if the loop cannot be isolated, cooled or depressurised safely.	None recorded.
Contaminated treatment water reaches people, plant or unsuitable drainage. Step 4	The treatment worker, plant staff and the environment	Keep the discharge route controlled from the first drain-down to the final flush. Use the site waste and discharge arrangements.	None recorded.
The wrong dose or sequence damages the loop or leaves it ineffective. Step 5	The treatment worker and plant owner	Follow the product instructions and record the product and dose. Do not dose until the product and loop are identified.	None recorded.
Cleaner residue or suspended contamination remains in the heating loop. Step 6	The treatment worker and plant owner	Keep discharge contained and record the water check. Do not refill or restart until the agreed check passes.	None recorded.
The cleaned loop corrodes or scales because final protection is missing. Step 7	The plant owner, building users and service workers	Use the specified final-fill product and keep its record with the job. Do not restart without the agreed final check and handover.	None recorded.
Debris, tools or unfinished work left in the area Step 8	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.	None recorded.

Sources

HSE: Steps needed to manage risk

<https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm>

HSE: Process fire risks

<https://www.hse.gov.uk/construction/safetytopics/processfire.htm>

Domestic hot and cold water supply and central heating

https://www.bfppipesgroup.com/media/74515/domestic-hot-cold-water-supply-and-central-heating_issue-5.pdf

Mitigating the risk of building water systems

https://www.cic.org.uk/uploads/images/RMB-Mitigating-the-Risk-of-Building-Water-Systems_May-2020.pdf?v=1700494894

How to clean a heating system?

https://fernox.com/associated_content/how-to-clean-a-heating-system-2/